



Judicial Council of California

ADMINISTRATIVE OFFICE OF THE COURTS

455 Golden Gate Avenue • San Francisco, California 94102-3688

Telephone 415-865-4200 • Fax 415-865-4205 • TDD 415-865-4272

MEMORANDUM

Date

April 15, 2004

Action Requested

Submit nomination information by
requested deadline.

To

Justices of the Courts of Appeal
Judges, Commissioners, and Referees of the
Superior Courts
Executive Officers of the Superior Courts
Clerk/Administrators of the Courts of Appeal
Judicial Council Members
Judicial Council Advisory Committee and
Task Force Members
Specialty Bar Associations
Law-Related Community Organizations
Interested Others

Deadline

June 30, 2004

Contact

Sonya Smith, Attorney
415/865-7653
sonya.smith@jud.ca.gov

Roma K. Cheadle, Nominations Coordinator
415/865-7640
roma.cheadle@jud.ca.gov

From

Pat Sweeten, Director *Pat Sweeten*
Executive Office Programs Division

Subject

2004 Judicial Council Advisory Committee
Nominations

The Executive and Planning Committee of the California Judicial Council is soliciting nominations to fill vacancies on the Judicial Council advisory committees.

The Judicial Council is the policymaking body of the California courts. Under the leadership of the Chief Justice and in accordance with the California Constitution, the council is responsible for ensuring the consistent, independent, impartial, and accessible administration of justice. Advisory committees assist the council by drawing upon their collective experience and wisdom to provide options and recommendations to the council on matters within their charge.

Committee Vacancies

The Chief Justice appoints advisory committee members according to positions or categories prescribed by the California Rules of Court and by statute. Positions held by members vary according to the focus of the committee. For example, the Family and Juvenile Law Advisory Committee includes the categories of CASA director and children's rights attorney; the Appellate Advisory Committee includes the categories of appellate justice and trial court judge with appellate experience. The 2004 advisory committee nomination form lists the positions for which nominations are being solicited in this cycle.

Committee members' responsibilities and time commitment

The council's advisory committees regularly monitor certain topics, areas of law, and segments of the judiciary and comment to the council on identified issues. Each committee reviews and makes recommendations on legislation, rules, standards, and forms within its purview. Committee membership requires a commitment of 10 hours per month on average but may vary considerably from month to month, depending on the projects under way. Committees meet in person 3 times per year and by telephone conference 5 to 10 times per year.

Committee members' terms

Terms of service for advisory committee members are generally three years, although some committees' terms are for only one or two years. Terms of service for those appointed in this nomination cycle will begin November 1, 2004. For a description of the membership, terms, functions, and duties of advisory committees, see rules 6.30 through 6.58 of the California Rules of Court.

How to Apply

Complete a nomination form, attach nominee's biography or curriculum vitae no longer than two pages, and return these by **June 30, 2004** to:

Administrative Office of the Courts
Office of the Secretariat
455 Golden Gate Avenue
San Francisco, California 94102-3688
Attn: Roma K. Cheadle
Fax: 415-865-4332

Alternatively, the nomination forms can be completed online or downloaded from the California Courts Web site at www.courtinfo.ca.gov/courtadmin/jc/nomform.htm.

Before nominating someone, please check to ensure that your nominee is interested in a position and is available to serve if selected. Self-nominations are encouraged.

We appreciate your contribution to this important process. If you have any questions, please contact the Office of the Secretariat at 415-865-7640.